

## CLAXTON & SAND HUTTON PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL, SAND HUTTON ON MONDAY 20 NOVEMBER 2023 AT 7.30 P.M.

#### MEMBERS PRESENT:

Mr Nigel Davies      Mr Mike Rickleton      Mr Jon Rooke      Mr Colin Russell

#### IN ATTENDANCE:

Fiona Hill – Parish Clerk

#### MEMBERS OF PUBLIC PRESENT:

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#### 24/38 a) To receive apologies for absence given in advance of the meeting

Mrs Gill Gimes

#### b) To consider the approval of reasons given for absence

Resolved / Approved (Unanimous)

#### 24/39 To record declarations of interest in items on the agenda - NTR

#### 24/40 To discuss the casual vacancy – NTR

#### 24/41 To confirm the minutes of the meeting held on Monday 18 September 2023:

Resolved / Approved (Unanimous)

#### 24/42 To discuss matters arising from/since previous minutes:

Phone Box in Sand Hutton – BT Consultation/Possible Adoption

A consultation is currently underway with NYC and the Parish Council has expressed a wish to adopt the phone box.

#### 24/43 To receive any matters raised by members of public:

CLASP requests that the Parish Council continues to support its efforts to reduce speeding in Claxton, and that it should consider writing to the Police Commissioner, on behalf of them, to enquire whether further funding may be available.

Resolved / The Parish Council would prefer CLASP to write their own letter but would allow them to add a paragraph on the bottom of their letter saying the Parish Council supported this initiative (Unanimous)

#### 24/44 To discuss, if necessary, long-standing matters:

- Saturday Social (07 October) – This event went well and the next one is planned in the new year.
- Website – The Parish Clerk is awaiting training.

#### 24/45 To report and make relevant recommendations on new planning applications:

- ZE23/03128/CAT - T1- Oak- Reduce canopy by 25% mainly the sides not the height, removal of two lower limbs @ Oak Tree Cottage 2 Upper Helmsley Road

Resolved / No Objection, subject to the support of the NYC Tree Officer (Unanimous)

- ZE23/04660/HOUSE - Formation of additional vehicular access to include dropped kerb onto Main Street to allow the formation of an entry and exit driveway @ 25 Main Street Sand Hutton

Resolved / No Objection (Unanimous)

- ZE23/06659/HOUSE - Demolition of existing link structure and the erection of a single storey rear extension @ Whitwell Farm Main Street Claxton

Resolved / No Objection (Unanimous)

- ZE23/06604/FUL – Erection of a single storey oak clad garden office for commercial purposes @ Five Steps, Main Street, Claxton  
Resolved / No Objection (Unanimous)
- ZE23/06554/FUL – Erection of a single storey rear extension @ Woodlands, Upper Helmsley Road, Sand Hutton  
Resolved / No Objection (Unanimous)

**24/46 To report any new correspondence received by the council - None**

**24/47 To receive matters raised by members:**

Remembrance Day Wreath – Annual Procedure

Resolved / The Parish Council approved a payment of up to £35.00 to be spent on a wreath in November 2024 (Unanimous).

**24/50 To discuss matters raised by Parish Clerk/Responsible Financial Officer:**

- Bookkeeping records for year ending 31 March 2022 to date –  
A bank reconciliation totalling £17656.09, along with a receipts and payment report was circulated around Councillors.
- Financial Management:
  - Budget 2024/2025  
Resolved / The Parish Council would request a precept of £6400, against an expenditure budget of £8150.00 and earmarked/ring-fenced funding would be used where appropriate (Unanimous).
- Internet Banking – Cllr Davies would start the application and report back to the next meeting.
- Yorkshire Local Councils Association – A new policy/procedure check list has issued, so the Parish Clerk would populate this with the up to date information and report to each meeting.
- Payments – Resolved / Approved (Unanimous)
 

- 100432	£261.60	HMRC	PAYE
100433	£53.24	Parish Clerk	Expenses
100434	£536.40	Marmax	Bench
100435	£243.88	Glasdon	Litter Bin
100436	£1140.00	Rycrofts	Grass Cutting
100437	£113.94	Defib Warehouse	Parts
100438	£450.74	Parish Clerk	Back Pay
100439	£28.98	RBL	Remembrance Day Wreath

**24/51 To discuss/confirm the dates of the future meetings as:**

Monday 15th January 2024, Monday 18<sup>th</sup> March 2024, Monday 20<sup>th</sup> May 2024,  
Monday 15<sup>th</sup> July 2024, Monday 16<sup>th</sup> September 2024, Monday 18<sup>th</sup> November 2024